

**INFORMATION TECHNOLOGY COMMITTEE  
MINUTES  
May 4, 2005**

PLACE: Room 119, Darien Town Hall

TIME: 8:30 a.m.

ATTENDING: Pugh, Plehaty, Penn, Ginsberg, Berry, Klein, Hovell, Dever, Lovello, Crary

OTHERS: Harrel, Sarner, Raleigh, Jean Benitez, Rupa Sethu, Komm

---

**Approval of Minutes**

Mr. Penn made a motion to approve the minutes as written. That motion was seconded by Mr. Hovell and was unanimously approved.

**Status of BlumShapiro Report**

Mr. Pugh has drafted an update to the BlumShapiro report for forwarding to the Board of Selectmen and the Board of Education. Mr. Ginsberg will put a date on it and on letterhead. Mr. Pugh will confirm the information in the letter with Mr. Adams. There were no other comments on the report.

**CIO Reports**

Mr. Pugh noted that Mr. Adams' CIO report was emailed last night, and Mr. Adams is out of town on business.

Ms. Berry said that the new library will continue to aggressively use technology.

**Web Site Committee**

Ms. Berry distributed a copy of Website Strategic Plan. It will be discussed later today with Town Department heads. This Plan was a recommendation in the Blum Shapiro report. Ms. Berry noted that Town Departments will be responsible for posting their own information.

Ms. Berry said that "Contribute" software will be purchased soon to make updating easier. They will be asking the Board of Selectmen to adopt the policies. Ms. Berry said that Town Administrative Officer will become the "gatekeeper."

**Land Use Software Status**

Mr. Crary said that the Park & Recreation Department on-line registration is doing well. Mr. Crary updated the group on the Cityview. There is a desire to have everything loaded by June, prior to high school technology installation. Mr. Crary said that the land use software will take a great deal of work by the Planning and Zoning and Building Departments over probably eight months.

**Cable Access**

Mr. Dever said that \$7,000+ checks have been received from Area 9 for Room 206. There may also be funds available for the Town Hall auditorium. Mr. Crary said that the check has been received. Mr. Dever will pursue the idea of using high school volunteers to film meetings.

**Election of Acting Chairman of the ITC**

Mr. Pugh suggested Mr. Hovell for acting Chairman. Mr. Dever moved, Mr. Penn seconded and that motion was unanimously approved.

**Other Business**

Ms. Klein made a proclamation that May 4, 2005 is Wally Pugh Day in the Town of Darien. Ms. Berry said that she has worked with Mr. Pugh for ten years on the ITC. Chief Lovello thanked Mr. Pugh for his work. He and Captain Komm presented him with a plaque. Ms. Raleigh thanked Mr. Pugh for his efforts and leadership over the years.

There being no other business, the meeting was adjourned at 9:15 a.m.

Respectfully submitted,

Jeremy B. Ginsberg